



MHSAA GRANT REQUEST GUIDELINES

1. All Grant Request projects must target some aspect of one or more of the following categories endorsed by the mission of the Marion High School Alumni Association: Academics, Arts, and/or Athletics.
2. All Grant Request forms must be completed thoroughly and legibly in black/blue ink or as a fillable PDF. It is critical that the requestor's supervisor review and sign-off on any request so as to insure that all other funding options have been discussed. For example:
 - Could the request be covered by dollars available through the school system?
 - Could the request be covered by fundraising?
 - Could the request be covered by an individual benefactor that is connected to the cause?
 - Could the request be covered by outside funding sources such as grants, Community Foundation, etc.?
3. Completed requests should be either given to an MHSAA Board Member, e-mailed to info@mhsalum.com, or mailed to the following address:

Marion High School Alumni Association
PO Box 448
Marion, IN 46952
4. All Grant Request forms must come with supporting documentation which includes, but is not limited to, vendor quotes for products and/or services, program details, whom funds will benefit, why there is a need to fund the project, etc.

5. All Grant Requests submitted by the 15th of any month will be reviewed first by MHSAA'S Grant Committee, and then all grants that have been properly submitted and have met the qualifying criteria will be presented to the full MHSAA Board the following Board Meeting thereafter. Grant Requestors will be notified of their status within one week after the Board Meeting vote.